

Message

From: Burman, Jarmael [Burman.Jarmael@epa.gov]
Sent: 1/21/2020 2:40:23 PM
To: [Nonresponsive based on revised scope]@WestonSolutions.com; smoportal@csra.com; [Nonresponsive based on revised scope]@gdit.com; [Nonresponsive based on revised scope]@icf.com; nguyen.d.duc@gmail.com; Roberson, Sharon [Roberson.Sharon@epa.gov]; [Nonresponsive based on revised scope]@gdit.com; Poff, Kevin [Poff.Kevin@epa.gov]; Ventura, Dominic [Ventura.Dominic@epa.gov]
CC: Ewald, Matt [Matt.Ewald@WestonSolutions.com]
Subject: RE: Assignment Information for Case 48722 [FORMER FEDERAL-MOGUL SITE] is now available.

Good morning [Nonresponsive based on revised scope]

Contract Laboratory Program laboratories provide Saturday sample acceptance as a courtesy to the program and in turn, we make every attempt to provide them with the necessary information that enables them to properly schedule workers on their normal day off (Saturday). Providing the FedEx tracking number for a Saturday sample delivery at 7:04 pm, a time at which no one is in to receive and pass on this information, makes it useless to the laboratory.

Judging from the time of night you sent the email, I can imagine you had a busy day, but let's do all that we can to prevent the cancellation of the privilege of Saturday sample delivery by preventing this type of issue from reoccurring, as I have mentioned in the past. To prevent this issue from reoccurring, please provide the FedEx tracking numbers no later than 12:00 pm on the Friday that precedes the Saturday you require weekend delivery.

Thank you, your cooperation is greatly appreciated.

Jarmael A. Burman
US EPA Region 3 - CLP PO/RSCC/DDS
701 Mapes Road
Fort Meade, Maryland 20755-5350
(410) 305-2743 (office)
(410) 305-3095 (fax)

From: [Nonresponsive based on revised scope]@WestonSolutions.com>
Sent: Friday, January 17, 2020 7:04 PM
To: smoportal@csra.com; [Nonresponsive based on revised scope]@gdit.com; Burman, Jarmael <Burman.Jarmael@epa.gov>; [Nonresponsive based on revised scope]@icf.com; nguyen.d.duc@gmail.com; Roberson, Sharon <Roberson.Sharon@epa.gov>; [Nonresponsive based on revised scope]@gdit.com; Poff, Kevin <Poff.Kevin@epa.gov>
Cc: [Nonresponsive based on revised scope]@WestonSolutions.com>
Subject: RE: Assignment Information for Case 48722 [FORMER FEDERAL-MOGUL SITE] is now available.

Good Evening All,

Weston shipped 1 cooler today containing 4 VOA drinking water samples for case 48722, SDG C0AC0, to Chemtech (FedEx tracking # 7775 1428 8769). The samples will arrive by 10:30 am on Saturday, January 18, 2020. I have attached the regional COC. Please let me know if you have any questions.

This case is now complete.

Thank you,

[Nonresponsive based on revised scope]
Weston Solutions, Inc
508 517-4080

From: smportal@csra.com [mailto:smportal@csra.com]

Sent: Wednesday, January 08, 2020 2:14 PM

To: Nonresponsive based on revised scope: @gdit.com; burman.jarmal@epa.gov; Nonresponsive based on revised scope: @icf.com; nguyen.d.duc@gmail.com; roberson.sharon@epa.gov; Nonresponsive based on revised scope: @WestonSolutions.com> Nonresponsive based on revised scope: @gdit.com; poff.kevin@epa.gov

Subject: Assignment Information for Case 48722 [FORMER FEDERAL-MOGUL SITE] is now available.

**** External Email ****

Please access the SMO Portal to view/download the Assignment Information for Case 48722 [FORMER FEDERAL-MOGUL SITE] that is shipping from 01/14/2020 to 01/17/2020.

Instructions for Uploading the XML file from the SMO Portal to Scribe:

1. Log in to the SMO Portal Site located at <https://www.smoclpss.com/smoportal> using your Username and Password. If you do not have a Username and Password, register for access using your Organization.
2. Access the Access Assignment Information task from the SMO Portal Home page, and locate the appropriate Case and download the .xml file.
3. Open Scribe and click Next in the "New Project Wizard".
4. Enter the Site Name, Site Number, Region Number, and select YES in the drop down menu for "CLP Project" and save the project
 - If uploading additional samples to an existing project, open the previously saved project by selecting the Open Project option in the New Project Wizard.
5. Under File, select Import and then CLP Case XML. It is the user's choice if they would like to back up the project data before importing.
6. Select the Browse button, locate the XML file you wish to import and click Next.
7. Select the Import button and verify that the information uploaded is correct under "Analyses" and "Lab List".

Instructions for Uploading COCs into the SMO Portal:

Regional requirements for COC submission are not replaced by this procedure unless directed by the Region. EPA requires that the COCs are uploaded as soon as possible after samples have shipped.

1. Export the .xml file from Scribe using the Export button located on the top left toolbar and select the COC XML File (*.xml) option.
 - In the Export options, select the CLP Region Copy (Includes additional Site and Geospatial Information).
2. Log in to the SMO Portal Site located at <https://www.smoclpss.com/smoportal> using your Username and Password. If you do not have a Username and Password, register for access using your Organization.

3. Access the Submit Chain of Custody task from the SMO Portal Home page, then select the Browse button and locate the .xml file you wish to upload.

- NOTE: The file will be marked with a status of either Ready to Submit, No Matching Case # or No Matching Lab Name. If the file does not have a status of Ready to Submit, ensure that the Case number, Lab Name and Lab State listed on your Laboratory Assignment were entered correctly on the COC. Use the exact format/punctuation of the Lab Name for best results.

4. Click the SUBMIT button and you will be taken to a page that indicates whether the file has been accepted for further use within the CLP program.

- NOTE: If the file was not accepted for further use within the CLP program, see note in previous step for solution.

NOTES:

- EPA requires that shipping tracking information be provided to SMO as soon as possible after samples have shipped.
- Contact the CLPSS Help Desk at CLPSSHelpdesk@csra.com or 703-461-2400 for assistance with uploading your .xml file.

This is an automated message, please do not reply.

WARNING: External Email: This email originated outside of Weston Solutions. DO NOT CLICK on any links or attachments unless you recognize the sender and are expecting the email.

CONFIDENTIALITY: This email and attachments may contain information which is confidential and proprietary. Disclosure or use of any such confidential or proprietary information without the written permission of Weston Solutions, Inc. is strictly prohibited. If you received this email in error, please notify the sender by return e-mail and delete this email from your system. Thank you.